



Business Continuity Planning for Auditors

Duration: 4.5 Days (4 full days of instruction 8:30 a.m. – 5:00 p.m.; Examination day 8:30 a.m. – 12:00 p.m. or at leisure)

32 Continuing Education Activity Points (CEAPs) may be awarded towards recertification if applicable

Examination: Audit Examination - NFPA 1600

Cost: \$2,900.00

Description

Add a skill set with our ANSI-accredited, case study-based audit course.

BCLE AUD NFPA 1600 provides the training, tools, and hands-on experience needed to audit business continuity, disaster, and emergency management programs.

Featuring a case-study-based, hands-on format, you will learn by doing in this unique and highly effective course. Whether you're a business continuity professional, an internal or external auditor, or a consultant who assesses continuity and emergency management programs for clients, DRI's ANSI-accredited audit course provides the training, tools, and hands-on experience needed to audit business continuity, disaster, and emergency management programs.

Using a hypothetical case study company, you'll gather information and make determinations about whether the program you are auditing conforms to the 2016 edition of NFPA 1600 "Standard on Disaster/Emergency Management and Business Continuity Programs." At the conclusion of the course, you'll work with a small group to present your recommendations to the class.

The course includes all of the elements of an emergency management and business continuity program as defined by NFPA 1600, starting with the fundamentals of auditing with emphasis on auditing an emergency management and business continuity program. Each course module covers an element of NFPA 1600. In addition to the body of knowledge defined by NFPA 1600, this course also includes two modules on auditing. The first module identifies auditing standards and guidance in addition to defining the phases of engagement, engagement planning, performance of the audit, and communicating results. The second module covers reporting findings and recommendations.

The course materials include a comprehensive audit guide for you to take back to your workplace and use when preparing for and conducting an audit and when reporting audit findings. The audit guide identifies who should be interviewed, documents that should be reviewed, as well as surveys that should be conducted to gather evidence of conformity to the standard. Audit questions are designed to guide the you in determining whether the information you gathered conforms to the standard.

This is a Certificate Program.

Successful completion of the BCLE AUD course and passing the qualifying exam earns a student a Certificate in Business Continuity Planning for Auditors.



For more information, visit drii.org.



Objectives

1. Describe the purpose of a business continuity management (BCM) program, of BCM standards, of BCM program audit and of third-party certification
2. Apply auditing concepts to assessing BCM programs using the NFPA 1600 “Standard on Disaster/Emergency Management and Business Continuity Programs”
3. Plan, conduct, report and follow up an audit of a BCM program to establish conformity with the NFPA 1600 standard
4. Define and differentiate types of audits and their BCM application
Understand the concepts of compliance and conformity as they apply to BCM audits

Outline

- Introduction and course objectives
- Auditing basics
- Program management
- Planning process
- Risk assessment
- Business impact analysis
- Prevention and mitigation
- Resource management
- Operational procedures
- Communications and warning
- Incident management
- Emergency operations/ response
- Business continuity and information technology disaster recovery planning
- Crisis communications and public information
- Employee assistance and support
- Training and education
- Testing and exercises
- Program improvement
- Reporting audit findings and recommendations
- Examination review
- Post course evaluation
- DRI International CBCA/CBCLA Qualifying Examination

For in-person courses:

This course will be held in-person and the exam will be held on the morning of the final day. As soon as you are finished taking the exam, you will be able to leave for the day. A computer is required for this



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course in order for you to take the exam. The system requirements will be sent to you via email together with information about how to access the course materials prior to the start of the course.

For courses held online:

All online courses are held via Zoom and a computer is required for this course. The system requirements will be sent to you via email together with information about how to access the course materials prior to the start of the course. You will also be provided with instructions for how to take the exam online following the course.

For international courses:

This course is being hosted by a DRI International partner. To register, you will be asked to provide your contact information and we will put you in touch with the local team for details.

For courses held pre-conference:

This course is being held in-person prior to the DRI Annual Conference at or near the conference venue. You can then attend the conference immediately following your course.

Career Track:

Educate. Certify. Connect.



Add a skill with our ANSI-accredited, case-study based course.

BCLE AUD NFPA: Continuity Audit NFPA 1600
BCLE AUD ISO: Continuity Audit: ISO 22301

CBCA
CBCLA



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